

Approved

**Town of Brentwood
Budget Committee**
Minutes of November 16, 2015

Meeting: Regular Budget committee meeting held at the Brentwood Town Office

Present: Krista Steger, Chairperson, Melissa Hanlon, Keith Levitsky, Bill Faria, Malcolm Allison, Jeff Bryan, Elyse Gallo, Amy Mitchell

Visitors: Kim Woods, Lisa Swasey, Ken Christiansen, Scott Dennehy, Kathy Carson, Jesse Hollister, Ron Kew, Liz Faria, Mike Morgan, Marc Wilson, Betsy Solon, Melissa Litchfield.

Chairperson Krista Steger called the meeting to order at 7:00 pm.

Approval of Meeting Minutes

November 9, 2015 Minutes: New Tax rate is 23.20, previous tax rate was 25.19 Motion to approve the minutes as corrected Jeff/Bill, carried 8-0.

Correspondence

There was no correspondence.

Announcements

Krista reminded everyone that the next meeting is Nov 30. She also advised we would review the 2016 meeting dates as everyone was to have brought their calendars.

Selectman's Update

Jeff advised that the tax bills are out and that people are starting to pay.

School Board Update

Amy said she had nothing to report.

Swasey School Board Discussion

Krista indicated that the intent, at this meeting, is to not have any budget or enrollment discussion, but to review with the school board members the current Budcomm's town budget process, discuss how the school board would like to handle their budget process with the Budcomm this year, and to set their budget/warrant article schedule.

Krista reviewed the town process which consists of the town department heads proposing their budgets to the selectman, the selectmen approving or revising the various budgets, and then present the recommended budgets to the Budcomm for consideration. In turn the Budcomm

members review the proposed budgets, ask questions, discuss, and vote on the budgets. Department heads may be asked to attend the Budcomm meetings in addition to the selectman's representative to resolve any differences to arrive at an approved budget the Budcomm can present to the town.

Krista stated that this process has worked well in the past and in this year's budget period, too.

The school board was asked if they would like to handle the budget process in this manner, or in some other way.

Jeff and Bill pointed out that a similar process could work for the school budget since the school board has similar authority as the selectman, in that, they would discuss the proposed Swasey budget line items with the various departments or staff, resolve any differences, vote and present an approved budget to the Budcomm

Discussion and questions took place regarding the school board budget process and the possibility of a draft budget, and due dates.

Krista described in detail how the Budcomm might proceed in their handling of the school budget from the initial presentation and the school boards' "walk through" of the proposed budget, perhaps with the school boards' meeting minutes, comments, or justification regarding possible contentious line items. Further discussion ensued.

Mike Morgan reviewed the school budget dates for clarification, and number of copies needed

Krista reviewed the meeting dates in 2016 as follows:

January 11 initial consideration of the school budget

January 18 or 25 Budcomm vote/approval on the school budget

February 2 last date for warrant articles

February 8 or 9 Last date for citizen petitions, also Public hearing on the town and school budgets (snow date February 11) Budcomm at 6:30, hearing at 7.

February 15 the final Budcomm budget vote, and form signing.

February 17 the final posting date

March 4 School Meeting

March 12 Town Meeting

Budgets for Consideration

Emergency Management 4290 was removed from the table Elyse/Melissa; Jeff reported that last year Seabrook provided \$8K, but the budget figure, \$14,875, still has to be appropriated. Approved 8-0 Jeff/Melissa.

Library 4550 requested \$248,455, a 3.8% increase, 0.5% operating expense increase, the rest of the increase is hours, wages, and benefits. Approved 8-0 Jeff/Bill.

Other Business

Members asked if the Budcomm Web site has been updated. Krista reported that she thought it had, but would check with Karen to make sure.

Visitor Comment

Lisa Swazey complemented the Budcomm on our smooth meeting procedures, and said we are doing a good job. All the members appreciated her positive feedback.

Motion to adjourn 7:50 pm, approved, 8-0

Minutes respectfully submitted by Malcolm Allison